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**GUIDEBOOK**

**THE UNITED STATES  
DEPARTMENT OF AGRICULTURE**

**March, 1937**

## ORGANIZATION

### The United States Department of Agriculture

Secretary of Agriculture Henry A. Wallace.  
Under Secretary.....M. L. Wilson.  
Assistant Secretary.....Harry L. Brown.  
Dir. of Extension Work.....C. W. Warburton.  
Director of Finance.....W. A. Jump.  
Director of Information.....M. S. Eisenhower.  
Director of Personnel.....W. W. Stockberger.  
Director of Research.....James T. Jardine.  
Solicitor.....Mastin G. White.  
Agr. Adjust. Admin.....H. R. Tolley, Admin.  
Bur. of Agr. Economics.....A. G. Black, Chief.  
Bur. of Agr. Engineering.....S. H. McCrory, Chief.  
Bureau of Animal Industry.....J. R. Mohler, Chief.  
Bur. of Biological Survey.....I. N. Gabrielson, Chief.  
Bur. of Chemistry & Soils.....H. G. Knight, Chief.  
Commodity Exchange Admin.....J. W. T. Duvel, Chief.  
Bureau of Dairy Industry.....O. E. Reed, Chief.  
Bur. of Entom. & Pl. Quar.....L. A. Strong, Chief.  
Office of Experiment Sta.....J. T. Jardine, Chief.  
Food and Drug Admin.....W. G. Campbell, Chief.  
Forest Service.....F. A. Silcox, Chief.  
Bur. of Home Economics.....Louise Stanley, Chief.  
Library.....C. R. Barnett, Librarian.  
Bureau of Plant Industry.....F. D. Richey, Chief.  
Bureau of Public Roads.....T. H. MacDonald, Chief.  
Resettlement Admin.....W. W. Alexander, Admin.  
Soil Conservation Service.....H. H. Bennett, Chief.  
Weather Bureau.....W. R. Gregg, Chief.

INFORMATION DESKS: Front Lobby, Administration Phone  
Building..... 523  
Fourteenth Street Entrance,  
South Building.....4700

U.S. Dept. of Agriculture  
GUIDEBOOK

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March, 1937

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The United States  
Department of Agriculture



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## DEPARTMENT'S FUNCTION

THE ORGANIC ACT, creating the Department, directs the Department to "acquire and to diffuse....useful information on subjects connected with agriculture, in the most general and most comprehensive sense of that word."

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## PART 1. MISCELLANEOUS FACTS FOR VISITORS

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### GENERAL INFORMATION\*

#### How to Find Offices:

See map and directory, pages 2 and 3.

Consult Information Desks.\*

See map, pages 23, and 24 for location of bureaus and divisions outside of Administration and South Buildings---and of greenhouses and experimental farms.

#### How to See, and Get Information About, Work in Particular Bureau:

See part 2 of contents for page number for bureau in which you are interested.

#### How to Get Department Publications:

You can get Farmers' Bulletins, Leaflets, and other Department publications at ROOM 514, ADMINISTRATION BUILDING.

#### How to Get Information About Department Employment and About Department Employees:

For information about employment, go to ROOM 328 ADMINISTRATION BUILDING, or call BRANCH 325.

To locate Department employees, see List of Technical Workers and Department Telephone Directory---or go to ROOM 324, ADMINISTRATION BUILDING, or call BRANCH 325.

#### For Library Information:

Go to ROOM 1052 SOUTH BUILDING, or call BRANCH 626.

#### \* Information Desks:

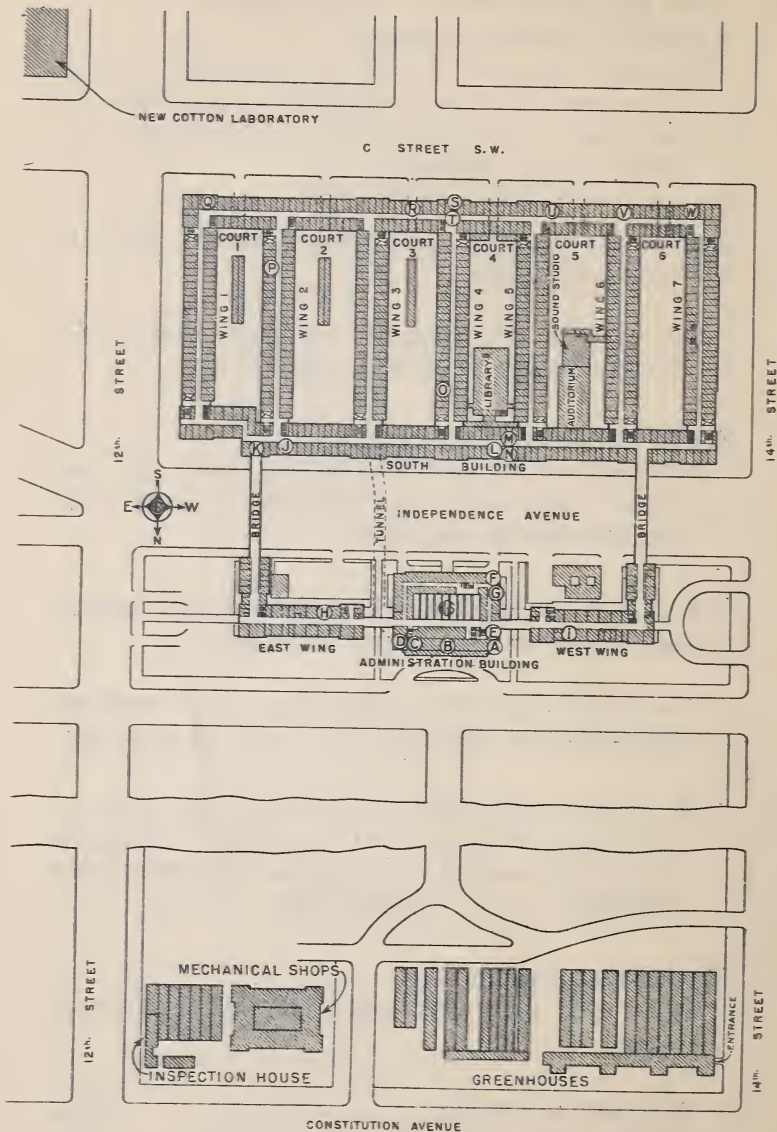
#### Phone

Front Lobby, Administration Building..... 523

Fourteenth Street Entrance,

South Building.....4700

U.S.  
DEPARTMENT OF AGRICULTURE  
ADMINISTRATION AND SOUTH BUILDING



<u>Bureaus With Administrative Offices in</u>			Map*
			Sym-
ADMINISTRATION BUILDING*	<u>Room</u>	<u>Bldg.</u>	<u>bol</u>
Secretary's Office.....	204	Adm.	(A)
Under Secretary's Office.....	202	Adm.	(B)
Asst. Secretary's Office.....	202	Adm.	(C)
Office of Information.....	302	Adm.	(D)
Office of Solicitor.....	412	Adm.	(E)
Office of Personnel.....	212	Adm.	(F)
Office of Budget and Finance..	112	Adm.	(G)
EAST WING*			
Animal Industry (Bureau of)....	225	East W.	(H)
WEST WING*			
Plant Industry (Bureau of).....	206	West W.	(I)
SOUTH BUILDING*			
Agr. Adjustment Adm.....	3095	South	(W)
Agr. Economics (Bur. of).....	3057	South	(M)
Agr. Engineering (Bur.).....	2241	South	(P)
Biological Survey (Bur.).....	4901	South	(S)
Chemistry and Soils (Bur.).....	4103	South	(K)
Commodity Exchange Adm.....	1931	South	(U)
Dairy Industry (Bur. of).....	2953	South	(V)
Entomology and Plant Quar.....	5865	South	(R)
Experiment Stations (Off. of)	5057	South	(N)
Extension Service.....	5901	South	(T)
Food and Drug Adm.....	4803	South	(Q)
Forest Service.....	3002	South	(J)
Home Economics (Bur. of).....	6052	South	(L)
Library.....	1409	South	(O)

Bureaus With Administrative Offices Elsewhere:\*\*

Public Roads (Bureau of).....515-14th St., N.W.  
 Resettlement Admin.....910-17th St., N.W.  
 Soil Conservation Service...261 Const. Ave.  
 Weather Bureau.....24th & M Sts., N.W.

\* See map on adjoining page.

\*\* See map on pages 23 and 24.

ADMINISTRATION AND SOUTH BUILDINGS\*

The following is suggested short tour of some of main points of interest to casual visitor in Administration and South Buildings---with facts of interest:

This tour begins at front entrance:

1. Building material. Central unit of Administration building (faced with white Georgia marble) completed in 1930. Wings (faced with Vermont marble) completed in 1906.
2. Columns. Series of detached columns at front are of Corinthian order; two sides and rear have pilasters recalling columns. Above columns are quotations from Saint Paul, Washington, and Lincoln.
3. Lobby. Main entrance lobby faced with yellow Kasota marble, with base and floor borders of dark cedar. Floor is alternate squares of pink Tennessee and travertine.

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\*If interested in any particular line of work see list and locations of bureaus on pages 2 and 3.

See part 2 of this booklet for Department work and organization.

Consult Information Desks, front lobby, Admin. Bldg. (Phone: Br. 523); or 14th St. Entrance, South Bldg. (Phone: Br. 4700).

4. Elevator lobby. Elevator lobby and walls of circular stairway are of yellow Kasota marble. Treads and risers of stairway are of travertine.
5. Elevator doors. Elevator doors of first and second floors are of bronze, set in marble panels; panels on first floor are of red Levanto, and on second floor, St. Genevieve golden veined.
6. Patio exhibits. Light court, or patio (usually pronounced pah-tyo)---glass-covered court with fountain---has archways and niches of yellow Kasota marble, and circular insets between arches of Benton Jaune marble. You will see in patio---  
  
---Memorial, erected by Department employees to Department people killed in World War. Memorial designed and executed by John Flannigan, sculptor of New York City.  
  
---Exhibits (occasionally).
7. Mural over stairs. Take elevator (in front lobby) to second floor. At left as you step from elevator are offices of Secretary of Agriculture, Under-Secretary, and Assistant Secretary.

Over grand staircase opposite elevator is mural (of classic style) painted by Gilbert White. It bears Latin inscription which means, "Happy would be the men in the fields if they knew their good fortune."



6 WHAT TO SEE (Admin. and South Bldgs.)

8. Archways or bridges. Take elevator to third floor. Turn left and go through double doors into EAST WING. (See map, page 2.)

On each side of corridor (East Wing) are large glass cases containing exhibits of various diseases of livestock.

Continue through corridor to corner--turn right. Ahead you will see one of two single-arch bridges of steel frame, faced with Bedford limestone, connecting third floors of East and West Wings with South Building.

The 73d Congress, by joint resolution, designated East Bridge as Knapp Memorial Archway---and West Bridge as Wilson Memorial Archway.

Knapp Memorial Archway.

East Bridge (at 12th Street, toward Capitol) dedicated to Dr. Seaman A. Knapp, father of Agricultural Extension Work.

In 1903, when cotton boll weevil became a national problem, Dr. Knapp, of Bureau of Plant Industry, was a leading spirit in the movement to protect cotton farming through crop diversification. He encouraged farmers to demonstrate to their neighbors improvements possible through better practices. Through his efforts, Congress appropriated

funds to develop further demonstration plan; from this beginning, national movement of practical education for rural people gradually took form. This resulted in the Smith-Lever Act of 1914 and subsequent legislation, creating a national extension service based on Federal and State cooperation, with agents in most agricultural counties to help rural people apply scientific facts to meet problems in farming and homemaking.

### South Building

9. Chamber of horrors. As you leave East Bridge you enter third floor of South Building. Go through either first or second wing to rear of building.

Go down one flight to second floor.

In Room 2816 South Building (2nd floor, rear), you will find exhibit of common food and drug products such as you buy every day. Exhibit reveals fraudulent and misleading practices in labeling and packaging of various products, certain cosmetic products that are dangerous to health, and so on.

### Wilson Memorial Archway

West Bridge (at 14th Street), next to Bureau of Engraving and Printing) is dedicated to James Wilson, Secretary of Agriculture from 1897 to 1913.

8. WHAT TO SEE (Admin. and South Bldgs.)

Former Secretary Wilson's 16-year administration was notable for reorganization and consolidation of related fields of work and inauguration of new programs. For example, divisions dealing with plants were combined to form Bureau of Plant Industry.... Farm-management work was organized and special studies of marketing problems were inaugurated....Agricultural explorations were begun to find improved varieties of plants for direct use and for crop breeding.... Division of Biological Survey was made Bureau of Biological Survey....Division of Soils was expanded into Bureau....Work of Division of Forestry was enlarged and comprehensive program of conservation was developed ....Division of Chemistry became Bureau of Chemistry that laid groundwork for pure food law....(These are only a few of more important developments in this period.)

## EXPERIMENTAL GREENHOUSES\*

(Bureau of Plant Industry)

In Charge: J. W. Byrnes

Phone: Branch 2488

Main greenhouses (of special interest to general visitors) are located at Constitution Avenue and 14th Streets, N.W. (Annual spring amaryllis and fall chrysanthemum shows are held in these greenhouses.\*)

Blueberries. Greenhouse no. 1 used for studies of blueberries and other acid-soil plants.

Tropical plants. Greenhouse no. 6 contains collection of brilliant tropical foliage plants. Also, pelican flower (of tropical origin) which usually blooms in March or April. Sometimes Holy Ghost flower can be seen in bloom.

Cacti. Greenhouse no. 7 contains Department cactus collection of several hundred species that has formed basis of many studies of this family.

Chrysanthemums and amaryllises. Greenhouse no. 9 is used for annual chrysanthemum and amaryllis shows.

Roses. Greenhouse no. 10 contains collection of standard and seedling hybrid tea roses.

Carnations. Greenhouses nos. 13 and 14 contain standard and seedling carnations.

\* See map, page 2, (lower right hand corner).

## 10. WHAT TO SEE (Greenhouses)

Citrus trees. Greenhouse no. 18 contains small "grove" of commercial varieties of various kinds of citrus fruits. This collection includes the famous Washington Navel orange tree, one of two oldest known survivors of trees budded directly from Department importations from Bahia, Brazil, in 1870. From that importation have descended nearly all trees of this variety now growing in this country, crop of which in California alone is worth about 30 million dollars a year.

Grapes. Greenhouse no. 21 contains a collection of many varieties of table grapes.

### DIRECTIONS TO GREENHOUSES

Greenhouses are located in front of Administration Building---about two blocks from Building ---at 14th Street and Constitution Avenue.

Go to entrance of greenhouses at corner of 14th and Constitution Avenue. See map on page 2 (right hand corner, bottom of page).

Ask at office inside entrance for guide.

## WEATHER BUREAU\*

Weather Bureau is located at 24th & M Sts.NW.

Forecast room, where weather forecasts are made, and observatory, which contains instruments for recording direction and velocity of wind, air pressure, rainfall, and sunshine, and so on, are open to visitors---

1:30 to 3 p.m. e x c e p t Saturdays,  
Sundays, and holidays.

Groups wishing to see Weather Bureau should make advance arrangements by calling Weather Bureau (Potomac 4300--Branch 39). (Cannot handle more than 20 visitors at a time.)

Individual visitors (or small parties) should ask at entrance to main building (Weather Bureau) for guide.

## DIRECTIONS TO WEATHER BUREAU\*

By street car: Take any car going from Department toward town---transfer at 14th and Pennsylvania to any street car going west (away from Capitol) marked:

Rosslyn, or Potomac Heights, or Cabin John,  
or Friendship Heights.

By automobile: Go north on 14th Street to Constitution Avenue---turn left on Constitution Avenue to Virginia Avenue---turn right on Virginia Avenue to 24th Street---turn right on 24th to M Street.\*

\* See map, pages 23 and 24.



Office space. Administration (including wings) and South Buildings, combined, contain more office space than any public building in the world, and rank second to Empire State Building among all buildings. Approximate figures are:

Department of Agriculture: 1,498,627 sq.ft.

Empire State: 2,158,000 sq.ft.(rentable)

Area covered: Administration (and wings) and South Buildings cover 11.68 acres.

Administration Building (central unit) contains units of Office of Secretary. East Wing contains offices and laboratories of Bureau of Animal Industry, and West Wing, offices and laboratories of Bureau of Plant Industry.

South Building is about 944 feet long and 457 feet wide. Has seven wings and six courts. Designed for about 4,500 offices (allowing one door to an office---although many of the offices include two or more doors.)

Auditorium is on first floor (front) between fifth and sixth wings. Seats about 550 persons.

Greenhouses. Large greenhouse, for carrying on experiments that are readily accessible to offices and laboratories, is located on top of sixth wing. Similar greenhouse is planned for top of part of third wing. (Greenhouses open to visitors located at 14th St. and Const. Avenue: See page 9.)



Motion Picture Laboratory. Division of Motion Pictures of Extension Service has new motion picture laboratory on first floor of sixth wing, and between fifth and sixth wings. Considered finest educational motion picture laboratory in world.

Scientific laboratories. South Building alone (Department also has extensive laboratories elsewhere) said to house largest number of scientific workers, and largest amount of scientific equipment, of any building in world.

Cafeterias. Cafeterias and lunchrooms for Department employees and Department visitors located on sixth floor of South Building---at rear end of both fourth and sixth wings. (They are operated by Department Welfare Association.)

(Operated by Bureau of Plant Industry)

Superintendent: E. C. Butterfield\*\*

Phone: Branch 8521

Arlington Experiment Farm (about 400 acres) lies just across Potomac from Washington---between Washington Airport and Arlington Cemetery. Provides greenhouse and field facilities for research close to scientific laboratories in Washington.

The following outlines some of more important projects underway at Arlington Farm:

#### Plant Industry

This Bureau's work includes:

Cereal Crops and Diseases. Includes general agronomic and disease investigations on wheat, rye, barley, oats, rice, and sorghums.

Drug and Related Crops. Includes experimental culture of plants yielding drugs, insecticides, essential oils, vegetable oils, and related products---to determine possibility of producing them commercially in this country.

Forage Crops and Diseases. Includes introduction of new varieties---breeding, selection, testing---and disease control work on soybeans, clovers, lespedeza, vetch, crotolaria, alfalfa, fine-turf grasses, and so on.

Forest Pathology. Growing Asiatic chestnuts and determining susceptibility to disease.

\* See map, pages 23 and 24.

\*\* Senior horticulturist, Bureau Plant Industry.

Fruit and Vegetable Crops and Diseases. Includes cold-storage laboratory to study fruit and vegetable storage and transportation....Studies of storage and market diseases of fruits, vegetables, and flower bulbs and effect of storage temperatures and humidity.

Mycology and Disease Survey. Includes studies of mushroom culture and diseases.

Soil Fertility. Includes laboratory and greenhouse studies on soil fertility, including studies of soil and plant-nutrient solutions, soil-acidity problems, and changes that plant-food materials undergo in soil....Evaluation of new fertilizer materials.

Soil Microbiology. Includes studies of legume and other soil organisms, including commercial legume bacteria.

Sugar Plants. Includes studies of diseases of sugarcane and sugar beets----and testing introduced varieties under quarantine.

Tobacco and Plant Nutrition. Includes breeding, variety tests, and disease control of tobacco... Studies of tobaccos with high nicotine content for insecticidal purposes....Effect of light and length of day on growth and reproduction of plants.

#### Entomology and Plant Quarantine

Includes studies of plant-disease transmission and diseaselike injury from cereal and forage crop insects, and of wheat joint worm. (Cooperation, Bureau of Plant Industry.)

### Chemistry and Soils

Work of Bureau of Chemistry and Soils at Arlington includes:

Chemical engineering. Investigations with aid of experimental explosions in laboratory, of causes, prevention, and control of explosions of dusts of agricultural products in elevators, mills, on farms, etc.

Fertilizer research. Investigations to increase plant-food content of fertilizers, improve efficiency, and cut down inert filler.... Study of phosphate rocks and development of improved ways to use, especially low-grade materials---to cut cost.

Industrial farm products. Investigations of new and improved ways to make synthetic products from oil and wax-bearing plants and seeds---and broaden market for these products and promote crop diversification....Studies of use of micro-organisms to use farm products and byproducts to produce (by fermentation) unusual chemical compounds....Studies to standardize dyes for biological research in agriculture and public health.

Plastics. Investigations of plastics and resins from agricultural raw materials, to broaden market for farm products.

Chemical weed eradication. Investigations of economics and methods of manufacturing present and new weed-killing chemicals....Studying sodium chlorate, most satisfactory material now used.

### Agricultural Engineering

Bureau of Agricultural Engineering investigating mechanical placement of fertilizer.... Equipment to harvest flowers of pyrethrum, used in making nonpoisonous insecticides.... Single-row soybean harvester.... (Cooperation, Bureaus of Plant Industry and Chemistry and Soils.)

### Public Roads

Bureau of Public Roads has outdoor laboratory at Arlington Farm to develop safer and more economical road designs, and more economical use of road materials.

Important current investigations include: Wheel-load action on brick, concrete, and bituminous pavements.... Bituminous mixtures for secondary roads.... Soils and soil mixtures for low-cost secondary roads.

### DIRECTIONS TO REACH ARLINGTON FARM

1. Cross Memorial Bridge behind Lincoln Memorial, and continue straight ahead for one-quarter mile beyond tall columns or pillars at west end of main bridge.
2. Turn left on dirt road and go to second building east (toward Washington Monument and River) of flag pole. (See map, pages 23 and 24.)
3. Ask at Farm Office for directions to work of interest to you.

Director: H. A. Nelson.

Phone: Greenwood 1410.

National Agricultural Research Center, (formerly called Beltsville) is located at Beltsville, Md.---about 14 miles from downtown Washington.\*\*

This Research Center---comprising about 14,000 acres devoted to farms, experimental plots, and research laboratories---is part of Department of Agriculture. Bureaus conduct research---coordinated with research at other Department stations and State agricultural experiment stations---to provide aid to farmers and farm homemakers, agricultural industries, and consumers.

Eight Department bureaus conduct or contemplate investigations at Research Center.

### Animal Industry

Bureau of Animal Industry conducts investigations on:

Diseases and parasites. Includes studies basic to prevention and control of such diseases as infectious abortion of cattle (Bang's disease); infectious abortion of swine; tuberculosis of cattle, swine, and poultry; diseases that may be mistaken for dreaded foot-and-mouth disease---and anthrax, anaplasmosis, hemorrhagic septicemia, and various other poultry and livestock diseases...Also, studies of such animal parasites as stomach worms of sheep, liver flukes of sheep and cattle, kidney, lung, and stomach worms of swine, blood worms of

\* Map of Research Center and booklet on projects available at Director's Office (See page 26).

\*\* See map, pages 23 and 24, and directions, pages 25 and 26.



horses, blood parasites of cattle, tapeworms and roundworms of poultry, heart worms of dogs, and roundworms and tapeworms of dogs and cats.

Animal nutrition and genetics. Animal husbandry investigations include fundamental research in animal genetics and animal nutrition ---and practical breeding and feeding experiments with beef and dual-purpose cattle, sheep, swine, milk goats, horses, and poultry; and related studies of their products such as meat, wool, goats' milk, eggs, and poultry flesh.

Genetics and breeding program includes record-of-performance studies for efficiency of feed utilization, earliness of maturity, and quality of meat or other products---these studies mainly to fix superior types of animals.

Feeding and nutrition program is to determine nutritive requirements of animals, effect of feeding and of development on quality of animal products, and best use of feeds in animal production.

Breeds studied are:

Beef cattle: Shorthorn.

Dual-purpose cattle: Milking Shorthorn.

Swine: Chester White, Duroc-Jersey, Poland China, Danish Landrace, Danish Yorkshire, and Large Black.

Sheep: Southdown, Shropshire, Hampshire, and Corriedale.

Fur sheep: Karakul (to study possibilities of producing high-quality lambskins for fur trade by selective breeding for most desirable types of Karakul lambskin fur.



Milk goats: Saanen and Toggenburg.

Horses: Morgan, Thoroughbred, and Belgian.

Poultry: Mainly Rhode Island Red, White Leghorn, White Wyandotte, Light Sussex, and cross-breeds. (Includes breeding to develop high-laying strains....Studies of inheritance of important characteristics, and effects of inbreeding and outbreeding....Nutrition, especially protein, mineral, and vitamin and energy requirements of growing chicks and laying hens....Effect of feeds on eggs and meat....Factors affecting hatchability and related problems...Also developing strains of early-maturing, good-fleshing turkey for Thanksgiving and Christmas markets.

### Biological Survey

On Patuxent Research Refuge, Bureau of Biological Survey is beginning wildlife investigations, especially to determine and demonstrate methods of making waste land pay by producing game and fur animals....Studying quail, important game bird in East....Restoring ruffed grouse, wild turkeys, and white-tailed deer....Establishing stocks of raccoons, opossums, foxes, skunks, muskrats, minks, and beavers to study fur-animal management....Propagating upland game birds....Studying ecological conditions required for wildlife and for plants, especially marsh and aquatic....Investigating wildlife diseases.

### Dairy Industry

Bureau of Dairy Industry maintains herds of registered Holstein-Friesian and Jersey cattle for experimental work.

Investigations include comparisons of effectiveness of line breeding, outbreeding, and inbreeding---and other breeding and management studies---and pasture investigations....and nutrition requirements for high milk production and reproduction....Methods and equipment for sanitary milk production on practical farms.... Manufacture of dairy products and byproducts, including American and Swiss cheese, casein, milk sugar, powdered milk, condensed whole milk, skim milk, and whey.

### Entomology and Plant Quarantine.

Bureau of Entomology and Plant Quarantine is conducting investigations on:

Bees. Includes genetic and breeding work to develop superior strains of bees....Studies of infectious disease, especially of American and European fowlbrood.

Insecticides. Includes research on chemistry and toxicity of materials to find and develop new insecticides....To extend and improve application of insecticides, and study effect on insects. Special emphasis on insecticides not injurious to man and animals.

Includes studies on methods and materials to control insects affecting (1) fabrics (2) greenhouse and ornamental plants, and (3) mushrooms.... Also studies of new insecticides and use of bands and other cultural methods, to control codling moth.

### Food and Drug Administration

Food and Drug Administration maintains insecticide testing laboratory to study insecticides to determine whether labels give truthful information about material----and to determine whether insecticides contain materials harmful to plants on which used.

### Plant Industry

Bureau of Plant Industry conducts investigations on:

Pastures. Cooperates with Bureaus of Animal Industry and Dairy Industry in pasture management studies.

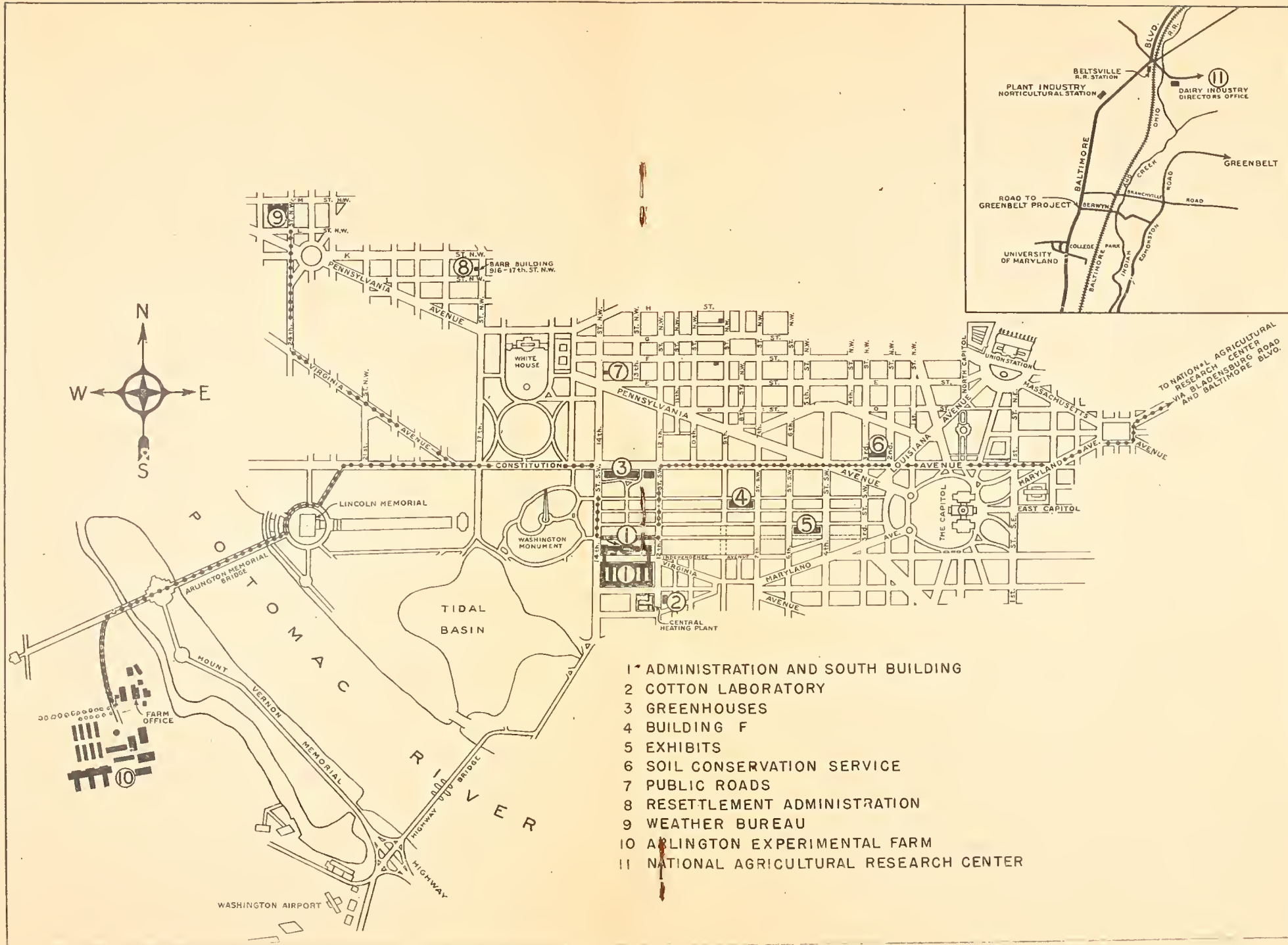
Fruits, vegetables, nuts, ornamentals. Investigates growth, physiology, breeding, production, and utilization and disease control of horticultural crops, including fruits, vegetables, nuts, and ornamentals....Special emphasis on disease-resistant horticultural crops....Studying disease control and propagation of apples, peaches, pears, grapes, potatoes, sweetpotatoes, chrysanthemums, and other plants....Studies varieties of fruits and vegetables best suited to canning preserving, juice making, drying, and other methods of preserving.

Has 8 large greenhouses, about 25 well-equipped laboratories, and some 300 acres in field tests.

### Forest Service

Forest Service plans outdoor laboratory to study silvics and silviculture, especially fundamental problems....In time, will include ecological and physiological problems in tree genetics, forest soils, etc....When program is under way it will serve as demonstration unit.











Soil Conservation Service

At present (February, 1937), Soil Conservation Service is planning a station to investigate such problems as proper terrace design---root habits of plants as they affect, and are affected by, erosion---cropping systems as related to run-off---rebuilding of eroded soils ---percolation and infiltration.

## DIRECTIONS TO RESEARCH CENTER\*

1. To get to National Research Center\* (from Administration Building of Department of Agriculture):
  - a. Go north (toward town), on either 12th or 14th Streets, for two blocks---to Constitution Avenue.
  - b. Go east (toward Capitol) on Constitution Avenue to intersection of Constitution Avenue and Maryland Avenue at 2nd Street, Northeast. (Intersection short distance beyond Capitol.)
  - c. Turn left into Maryland Avenue and follow to Washington-Baltimore Boulevard (Route 1) at 15th & H Sts., NE.
  - d. Follow Boulevard toward Baltimore for distance of about 13 miles.
  - e. Turn right at railroad station into National Research Center---and go about one mile to Administration Building of Dairy Unit at right side of road.

\* See map, pages 23 and 24.

2. Directions and Guides at Research Center:

- a. General visitors can get map of Center and information about work from Director's Office in Dairy Administration Building.
- b. Persons interested in particular line of investigation can arrange at Director's Office (Dairy Administration Building) to visit project.
- c. Groups of visitors who want guide service should make arrangements in advance.  
Call GREENWOOD 1410.

JOHN ADAMS introduced resolutions (1776) in Continental Congress to encourage agriculture.

GEORGE WASHINGTON, in first annual message to Congress, proposed Government aid to agriculture, commerce, and manufacture....In last annual message (1796), he went much further and said: "As nations advance in population the cultivation of the soil becomes more and more an object of public patronage."....(20 years passed.)

BERKSHIRE (MASS.) ASSOCIATION FOR PROMOTION OF AGRICULTURE AND MANUFACTURING petitioned for national board to help agriculture and manufacturing. (No action.)

AGRICULTURAL COMMITTEE appointed in House in 1820 and in Senate in 1825.

PATENT COMMISSIONER ELLSWORTH (State Department) distributed plant and seed specimens sent here by consuls and other foreign representatives abroad. Upon his recommendation, Congress, in 1839, appropriated \$1,000 to collect and distribute seeds, conduct agricultural investigations, and collect agricultural statistics.

PATENT OFFICE merged with Interior Department in 1849. Continued agricultural work to 1862.

AGRICULTURAL SOCIETIES played important part in movement to establish Department of Agriculture.

ACT CREATING DEPARTMENT OF AGRICULTURE signed by President Abraham Lincoln May 15, 1862.

LAND-GRANT COLLEGES provided for in Morrill Act, signed by President Lincoln July 2, 1862. (Lands granted for their endowment.)

PATENT OFFICE turned its agricultural work over to newly created Department of Agriculture. Issac Newton first Commissioner of Agriculture (1862-67).

STATE AGRICULTURAL EXPERIMENT STATIONS provided for by Hatch Act (1887) and by supplementary Adams, Purnell, and Bankhead-Jones Acts.

DEPARTMENT WAS MADE AN EXECUTIVE DEPARTMENT by act signed by President Cleveland on February 9, 1889. Act provided for Secretary of Agriculture to be appointed by President with advice and consent of Senate. Commissioner Colman was appointed as first Secretary.

EXTENSION WORK, carried on by land-grant colleges in cooperation with Federal Department of Agriculture, provided for by Smith-Lever Act of 1914. In connection with this work, agricultural and home demonstration agents stationed in most of agricultural counties of the United States.

AGRICULTURAL ADJUSTMENT ACT signed by President May 12, 1933. Soil Conservation and Domestic Allotment Act signed April 27, 1935, and amendments to it on February 29, 1936. Under these acts Department administers programs for orderly marketing, removal of price-depressing surpluses, and conservation and improvement of soil productivity.





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PART 2: BUREAUS AND OFFICES: ORGANIZATION  
AND ACTIVITIES.

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DEPARTMENT FUNCTIONS

Department's ordinary activities fall roughly into seven general classes:

1. Research on agricultural production, marketing, and utilization---and forestry, wildlife, soil conservation, etc.
2. Extension and information activities.
3. Eradication or control of plant and animal diseases and pests.
4. Service activities such as weather and crop reporting.
5. Marketing and regulatory law administration.
6. Action programs such as parts of program of Soil Conservation Service, Agricultural Adjustment Administration, and Resettlement Administration.
7. Road construction.

Federal-State Cooperation

Much of foregoing Department work is carried on in close cooperation with---

State agricultural colleges (including experiment stations and extension services)--- through Department's Office of Experiment Stations and the Extension Service;

Departments of State governments, including agriculture, conservation, highway, etc.



## SECRETARY'S OFFICE

Secretary H. A. Wallace, 204 Admin.  
Under Sec. M. L. Wilson, 202 Admin.  
Asst. Sec. Harry L. Brown, 202 Admin.

Asst. to Sec. P. H. Appleby, 204 Admin.

Secretary's Activities.

The Secretary is charged with promoting agriculture in the broadest sense.

He has general supervision and control over affairs of Department (including Agricultural Adjustment Administration) and formulates and establishes its general policies.

He coordinates activities of this Department with those of all other regular and emergency agencies of Federal Government, State and Territorial agricultural experiment stations, and extension services, and is member of planning groups named by the President.

Coordinating Officers

Dir. Finance	W.A.Jump,	112 Admin.
Dir. Research and)		
Chief, Off. of )	J.T.Jardine,	5057 South
Expt. Sta.		
Dir. Extension	C.W.Warburton,	5901 South
Dir. Information	M.S.Eisenhower,	302 Admin.
Dir. Personnel	W.W.Stockberger,	212 Admin.
Solicitor	M.G.White,	412 Admin.
Librarian	Claribel Barnett,	1409 South

Work of Coordinating Offices

Office of Budget and Finance. Exercises general direction and supervision of budget, fiscal, purchasing, accounting, and related work of Department.

Office of Experiment Stations. Administers Federal funds provided by Hatch, Adams, Purnell, Bankhead-Jones and other acts for research in agriculture and home economics by experiment stations in States and in Alaska, Hawaii, and Puerto Rico....Has general direction of work of agricultural experiment stations in Hawaii and Puerto Rico.

Gives advice, assistance, and information to promote efficiency of State and territorial experiment stations and effective coordination of work of Department with that of stations; reports annually on work and expenditures of experiment stations as required by law, and issues Experiment Station Record, reviewing progress and results of scientific research on agriculture and rural life.

### 34 (Coordinating Offices)

Extension Service. Cooperates with State agricultural colleges in agricultural and home economics extension work under Smith-Lever, Capper Ketcham, Bankhead-Jones and other acts which provide for teaching better practices to farmers, farm women, and rural boys and girls....Coordinates extension activities of Department bureaus with similar activities of State colleges....Prepares and distributes motion pictures, exhibits, and other educational materials.

Each of 48 States, and Territories of Hawaii, Alaska, and Puerto Rico, has State director of extension who represents jointly the Department and the State agricultural college. Each State also has State staff usually located at agricultural college, and also county agricultural, home demonstration, and 4-H club agents.

Office of Information. Cooperates with Federal and State agricultural extension services to make available to farmers and general public results of research, conservation, regulatory work, and service work....Supervises printing and publishing program of Department, and issues technical and popular publications on results of Department investigations....Cooperates with press and radio to disseminate to farmers and others results of Department work to help farmers cut production costs, adjust production to demand, and improve products and widen markets.

Department publications are available at Room 514 Administration Building.

Office of Personnel. Has general direction and supervision of personnel, salary classification, organization, and related operations of Department.

Office of Solicitor. Supervises and directs legal work of Department.

Library. Department Library, with branch libraries in various bureaus, contains approximately 275,000 volumes on agriculture and related sciences, technology, and economics....Receives 4,500 current periodicals.

Has most extensive bibliography in United States on agriculture and related sciences.

Information and catalog, Room 1052 South Building

Division of Operation. Manages local Department buildings and real estate, and service units ----and internal operations of Secretary's office.

Administrator: H.R.Tolley, 3095 South Bldg.  
Information: Room 3718 South Bldg.

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DIVISIONS

Consumers' Counsel	Regional Divisions:
Finance	East Central
Information	Northeast
Marketing	North Central
Program Planning	Southern
	Western

Work of Administration

Under Soil Conservation and Domestic Allotment Act, develops and administers programs to encourage farmers to plant crops and institute practices that prevent erosion and restore soil fertility. Programs include payments to producers to enable them to adopt and practice soil-conserving measures.

Under Agricultural Adjustment Act, administers programs to stabilize and improve economic conditions in financing and marketing, increase returns to producers, and eliminate unfair practices that interfere with interstate commerce. Marketing agreements between Secretary of Agriculture and processors, handlers or producers, supported by licenses and orders under specified conditions, are mechanisms used in these programs.

Remove price-depressing surplus of farm products from normal market channels, and assist and encourage development of domestic and export markets.

Chief: Albert G. Black, 3057 South Bldg.

Information: 3931 South Bldg.

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# DIVISIONS

Agricultural Finance	Foreign Agricultural
Cold Storage Section	Service
Cotton Marketing	Fruits & Vegetables
Crop and Livestock Esti- mates	Grains
Dairy and Poultry Prod- ucts	Hay, Feed, and Seed
Economic Information	Land Economics
Economic Library	Livestock, Meats, and
Farm Management and Costs	Marketing Research Wool
Farm Population and Rural Life	Statistical and His- torical Research
	Tobacco Section
	Transportation Section
	Warehousing

## Work of Bureau

Studies economics of production and marketing, farm organization, farm financial relations, farm labor, land economics, and problems of rural life ...Collects, interprets, and issues data on production of farm crops and livestock...Issues daily reports on marketing and distribution of farm products and annual outlook reports.

Investigates marketing conditions and methods and standardization, transportation, financing, handling, utilization, and storage of farm products.

Has inspection service on important farm products at many shipping points and central markets.

Prepares official standards on farm products and conducts grading service on certain products.

Collects and distributes facts on supply and demand for foreign farm products.

Enforces regulatory acts: e.g., Cotton Standards, Cotton Futures, Grain Standards, Standard Container, Standard Hamper, Produce Agency, Perishable Agricultural Commodities, Tobacco, and Warehouse.



Chief: S. H. McCrory, 2241 South Bldg.

Information: 0833 South Bldg.

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DIVISIONS

Cotton Ginning	Information
Drainage	Irrigation
Extension Activities	Mechanical Equipment
Farm Operating Efficiency	Structures
	Plans and Service

Work of Bureau

Investigates problems in engineering phases of agriculture, with special emphasis on problems of family-size farm. Aim is to reduce cost of production, improve quality of products, and raise farm living standards.

Conducts research and disseminates information on problems of land improvement, including land clearing, irrigation, and drainage....Investigates organization, administration, and operation of community drainage and irrigation enterprises---and water requirements for irrigation.

Experiments to improve mechanical equipment for producing crops, processing farm products, and controlling insects....Studies problems of farm power and machinery, rural electrification, and transportation and storing of farm products. ....Studies rearrangement of field boundaries to facilitate use of machinery, and selection of machinery for size and type of farm.

Investigates design and construction of farm-houses and other farm buildings and prepares plans for distribution through State extension services to farmers and others.

Chief: J. R. Mohler, 225 E. Admin. Bldg.

Information: 132 E. Admin. Bldg.

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DIVISIONS

Animal Disease Station	Packers and Stockyards
Animal Husbandry	Pathological
Animal Nutrition	Tick Eradication and
Biochemic	Special Diseases
Field Inspection	Tuberculosis Erad.
Information	Virus-Serum Control
Meat Inspection	Zoological

Work of Bureau

Concerned mainly with protection and development of livestock and meat industries of United States.

Conducts scientific investigations and experiments on breeding and feeding of farm animals---and causes, prevention, and treatment of diseases of domestic animals; investigates communicable diseases and aids in control or eradication.

Administers Meat Inspection Act, Animal Quarantine Acts, 28-Hour law, Diseased Animal Transportation Acts, Virus-Serum-Toxin Act, and Act regulating business in interstate commerce of packers, designated public stockyard markets, and commission men, traders, and other agencies operating at such markets.

Chief: Ira N. Gabrielson, 4901 South Bldg.

Information: 4534 South Bldg.

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DIVISIONS

Administration	Migratory Waterfowl
Game Management	Public Relations
Land Acquisition	Wildlife Research

Work of Bureau

This Bureau (wildlife service of Federal Government) conducts research on habits, economic status, and diseases of birds and other wildlife---including studies of propagation of fur and game species....Acquires and maintains refuges for migratory birds and other wildlife....Conducts work in game management, including control of injurious species....Develops methods for producing game on farms, especially on waste land, thus giving farmers extra income.

Cooperates with State and other organizations to develop methods to control stock-killing wild animals, destructive rodents, and injurious birds.

Administers Migratory Bird Treaty Act, Migratory Bird Conservation Act, Migratory Bird Hunting Stamp Act, and, through Alaska Game Commission, Alaska Game Law. Also administers laws to protect animals and property on wildlife reservations, and to prevent illegal interstate shipments and importations from abroad of wild animals and birds.

Chief: Henry G. Knight, 4103 South Bldg.

Information: 4123 South Bldg.

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DIVISIONS

Carbohydrate Research	Information
Chemical Engineering	Naval Stores Research
Research	Protein and Nutrition
Fertilizer Research	Research
Food Research	Soil Chemistry and
Industrial Farm Products	Physics Research
Research	Soil Survey

Work of Bureau

Investigates utility of primary and secondary agricultural products---and ways to prevent their deterioration and loss, and to expand their use for food and nonfood purposes....Conducts basic research on nature of enzyme action, on microbiology of agricultural products, on pharmacology of insecticides that may contaminate foodstuffs, and on chemistry of plant pigments, proteins, lignin, turpentine, resins, and cuticle waxes of fruits....Studies causes and prevention of farm fires and dust explosions.

Classifies and maps soils, studies agricultural value of soils, their characteristics in relation to productiveness, their origin and development, and chemical and mechanical composition.

Studies fertilizer resources of country and methods of manufacturing fertilizer materials, including nitrogen and its fixation, phosphates, potash, concentrated fertilizers, organic waste products, and miscellaneous soil amendments.

Chief: J. W. T. Duvel, 1931 South Bldg.

Information: 1929 South Bldg.

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DIVISIONS

Analytical Survey	Legal
Business Administration	Record Examination
General Administration	Registration
Information and Sta- tistics	Violations and Com- plaints

Work of Administration

Commodity Exchange Administration (supplanted Grain Futures Administration on July 1, 1936) supervises all future trading in grains, cotton, mill feed, butter, eggs, potatoes and rice on commodity exchanges designated by the Secretary of Agriculture as contract markets, with a view to preventing manipulations and harmful market practices.

Releases daily reports concerning volume of trading and amount of open futures contracts, checks dissemination of false and misleading information affecting prices, examines books and records to prevent and detect unlawful trade practices and to protect customers' funds, and registers futures commission merchants and floor brokers handling orders for others.

Prepares for Congress and public, reports of investigations of future trading operations.

Cooperates with other Government agencies in obtaining factual data and in providing information of interest and value in connection with supply and demand factors affecting prices.



Chief: O. E. Reed, 2953 South Bldg.

Information: 2963 South Bldg.

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DIVISIONS

Dairy Cattle Breeding,	Extension
Feeding, and Manage-	Information
ment	Market Milk Investi-
Dairy Herd Improvement	gations
Dairy Research Labora-	Nutrition and
tories	Physiology

Work of Bureau

Conducts research in genetics, and in breeding, feeding, and management of dairy cattle to promote efficiency in production of milk and to improve its nutritive and sanitary quality.

Records identity and individual performance of all cows and herd sires enrolled in herd-improvement associations to help dairymen find "superior germ plasm" for breeding better producing herds.

Develops sanitary methods to handle milk on the farm, in transit, and in dairy plants; studies efficiency of dairy-plant equipment, arrangement, and operation, and other factors affecting commercial value of milk.

Investigates bacteriology and chemistry of milk and its products, and problems in manufacture of dairy products and by-products; assists in establishing new products and methods in dairy plants; inspects renovated-butter factories and dairy products for export.



Chief: Lee A. Strong, 5865 South Bldg.

Information: 6838 South Bldg.

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DIVISIONS

Bee Culture	Insecticide Inves-
Business Administration	tigations
Cereal and Forage Insects	Insect Identification
Control Investigations	Insect Pest Survey and
Cotton Insects	Information
Date Scale	Insects Affecting Man
Domestic Plant Quar-	and Animals
antine	Japanese Beetle
Editorial	Library
Foreign Parasite	Mexican Fruitfly
Introduction	Pink Bollworm and
Foreign Plant Quar-	Thurberia Weevil
antine	Plant Disease Control
Forest Insects	Truck Crops and
Fruitfly	Garden Insects
Fruit Insects	

Work of Bureau

Studies insects to develop ways to destroy insects harmful to agriculture and increase and spread useful insects---life history and control of insects affecting man and animals---bee culture and beekeeping.

Investigates and develops improved methods to manufacture insecticides and fungicides.

Cooperates with States to eradicate and control plant diseases and insects.

Enforces following acts: Plant Quarantine Act of 1912 (as amended); Insect Pest Act of 1905; Act of 1922 on importing adult honeybees; Terminal Inspection Act of 1915 (cooperation with Post Office Dept.) and acts to provide Mexican border inspection and control service, and export certification to meet sanitary requirements of foreign governments for plants and plant products.

Chief: W. G. Campbell, 4803 South Bldg.

Information: 4803 South Bldg.

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DIVISIONS

Color Certification	Interstate
Drugs	Microanalytical
Foods	Naval Stores
Imports	Pharmacology
Information	State Cooperation
Insecticides	Vitamins

Work of Administration

Enforces Food and Drugs Act, Tea Act, Naval Stores Act, Insecticide Act, Import Milk Act, Caustic Poison Act, and Filled Milk Act.

Inspects and analyzes samples of products covered in laws to detect and direct appropriate action against adulterated or misbranded articles....Maintains supervisory sea-food inspection service (at present limited to concerns packing canned shrimps) to insure packing of legal product. Canned shrimp passing such inspection must be labeled, "Production Supervised by United States Food & Drug Administration."....On request, samples and examines consignments of rosin and turpentine and supplies certificates of grade or analysis---at cost of party requesting service.

Seizes adulterated or misbranded foods, drugs, insecticides, and fungicides, and prosecutes responsible shipper. Prevents importation of products in violation of statutes.

Disseminates information to help manufacturers keep products in compliance with law.

\* See "Chamber of Horrors" exhibit, Room 2816, South Bldg.

Chief: F. A. Silcox, 3002 South Bldg.

Information: 4007 South Bldg.

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DIVISIONS

Camp Program (ECW)	Operation
Coordinating (ECW)	Personnel Management
Engineering	Private Timberland
Enrollee Training (ECW)	Cooperation
Fire Control	Range Management
Fiscal Control	Range Research
Forest Economics	Recreation and Lands
Forest Influences	Silvics
Forest Products	State Cooperation
Information and	State Forest Purchase
Education	and Regulation
Land Planning	Timber Management
Land Purchase	Wildlife Management

Work of Service

Administers national forests (some 160 million acres) to sustain timber production, protect watersheds, regulate stream flow, regulate live-stock grazing, protect wildlife, provide popular outdoor recreation, and stabilize economic conditions in national-forest communities.

Investigates forestry and range management. Disseminates forest-conservation information.

Cooperates with States and private forest land-owners on organized forest-fire protection, sustained-yield, timber management, reforestation and farm forestry.

Supervises forestry work of Civilian Conservation Corps. Aids States to acquire forest land to stimulate development, proper administration, and management of State forests.

Chief: Louise Stanley, 6052 South Bldg.

Information: 6056 South Bldg.

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DIVISIONS

Economics	Household Equipment
Foods and Nutrition	Information
Textiles and Clothing	

Work of Bureau

From consumer standpoint, studies food habits of typical groups....Develops plans for well-balanced diets at different cost levels.

Makes vitamin assays of food material, often in conjunction with other bureaus studying production phases....Compiles figures on chemical composition of food, materials basic to accurate dietary calculations....Tests cooking qualities of foods and develops scientific methods to prepare food to conserve nutritive value.

Tests wearing qualities of fabrics made of fibers of known grade....Prepares buying guides to aid consumers judge quality of goods on market.

Maintains laboratories to test refrigerators and other household equipment.

Compiles, interprets, and disseminates this information to homemakers, extension workers, and others through press, radio, publications, film strips, and other forms of illustrative material.

Cooperates with State extension services but maintains no field agents of its own.

Chief: F. D. Richey, 206 W. Admin.

Information: 215 W. Admin.

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DIVISIONS

Cereal Crops and Diseases	Plant Exploration and
Cotton and Other Fiber	Introduction
Crops and Diseases	Seed Investigations
Drug and Related Plants	Soil Fertility
Dry Land Agriculture	Investigations
Experimental Greenhouses	Soil Microbiology
Forage Crops and Diseases	Sugar Plant
Forest Pathology	Investigations
Fruit and Vegetable	Tobacco and Plant
Crops and Diseases	Nutrition
Information	Western Irrigation
Mycology and Disease	Agriculture
Survey	

Work of Bureau

Conducts experiments to develop crops with higher yields, better quality, and greater resistance to diseases and insects....Investigates proper fertilization practices, crop rotations, and cultural methods....Studies destructive plant diseases and develops methods to eradicate and control....Makes annual plant-disease survey as basis for control work.

Investigates methods to handle, transport, and store perishable plant products to insure maximum final quality and minimum loss and expense.

Sends explorers abroad for seeds and plants that may be valuable in this country.

Has field stations and laboratories in most major cropping areas of United States.

Enforces Federal Seed Act.

Chief: T.H.McDonald, 507, 515-14th St.NW.

Information: 506, 515-14th St. NW.

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DIVISIONS

District No. 10*	Highway Transport
Construction	Information
Control	Management
Design	National Parks (East
Highway Laws and	and South)*
Contracts	Tests

Work of Bureau

Administers regular Federal-aid funds, emergency appropriations for road construction, and forest-road funds.... Large part of this work done in cooperation with States; contact with States maintained through regional office at San Francisco, 12 district offices, and State representatives.

Conducts research in highway design, construction, transportation, and economics as aid to proper administration of Federal road funds.

Supervises construction of national park roads for National Park Service.

\* Branches of field organization located in Washington.



Admin.: W.W.Alexander, 910-17th St.,N.W.

Information: (Room 101) 910-17th St.,N.W.

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DIVISIONS

Operating

(Service)

Land Utilization

Inspection

Rural Rehabilitation

Investigation

Rural Resettlement

Labor Relations

Suburban Resettlement

Legal

Service

Management

Business Management

Personnel

Construction

Procedure

Finance & Control

Special Plans

Information

Special Skills

Work of Administration

Makes loans to destitute and low-income farm families unable to get credit elsewhere and aids them in farm and home management. Makes grants to farm families for emergency subsistence needs.

Makes loans to cooperative associations and individuals to participate in cooperative activities when these improve living standard of families aided by Resettlement Administration.

Supervises program to adjust farm debts.

Buys land unfit for crop farming and develops it for some more valuable use....Helps farmers from such land---and other farmers on unsuitable farm land---relocate on good farm land,in better homes.

Develops planned rural-industrial communities for low-income workers and farmers.

\*Greenbelt, planned suburban town, located near Washington-Baltimore Boulevard, about mile beyond College Park. Guides available. See map, page 24 for directions.



Chief: H.H. Bennett, 539, 261 Const. Ave.

Information: 539, 261 Const. Ave.

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DIVISIONS

Business Management	Personnel and Training
Conservation Operations	Research
Cooperative Relations and Planning	

Work of Service

Further adoption of soil-conserving practices through (1) demonstration of practical and effective measures of soil conservation, (2) actual work on land in cooperation with landowners, (3) research and investigation to develop improved soil-conserving measures.

Conducts series of watershed demonstrations on erosion control in various sections of country. Farmers in demonstration areas invited to cooperate in plan. Individual landowners may apply to make lands available for demonstration purposes; landowner signs a cooperative contract.

Maintains erosion-control experiment stations in major agricultural regions---maintains series of nurseries to produce erosion-control plants.

Surveys extent and nature of erosion, effect on reservoir silting, and similar problems.

Chief: W. R. Gregg, Room 12, 24th & M Sts. NW  
Information: Room 80, 24th & M Sts. NW

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DIVISIONS

Aerological	Instrument
Business Administration	Library
Climate and Crop Weather	Marine
Forecasting	Meteorological Research
Information	River and Flood
Solar Radiation	

Work of Bureau

Has charge of weather forecasting, including issuance and display of weather forecasts, and storm, cold-wave, frost, forest-fire, and flood warnings.

Measures and reports river stages, and forecasts stages and floods for general benefit, especially for agriculture, navigation, and engineering.

Collects and transmits marine intelligence for commerce and navigation. Also determines climatic conditions over oceans from weather reports from ships.

Compiles and furnishes meteorological data and forecasts, including upper-air observations, for aid of aviation.

Records and reports rainfall and temperature, primarily for agricultural interests.

Takes meteorological observations needed to determine and record climatic conditions of United States.



